

TOWN OF WILBRAHAM  
DEPARTMENT OF PUBLIC WORKS  
HIGHWAY DIVISION

**SNOW PLOWING POLICY**

The Highway Department, a division of the Wilbraham Department of Public Works, is responsible for snow and ice removal on Wilbraham public roads. The following is a summary of Highway response to snow and ice conditions.

**SEASONAL PREPARATION**

Prior to any winter storm event all vehicles and apparatus equipment is inspected and made ready for service. All vehicles are fueled and sand/salt is stored with enough in supply to cover the entire town through, at least, one storm event.

**PROCEDURE**

All main arterial streets and cross town connectors, as well as those roads with documented high volume traffic, will be maintained continuously throughout a storm event. All secondary roads will be cleared as their snow accumulation approaches 3" or when topography, physical conditions, ice or other safety concerns require immediate attention as determined by the Highway Superintendent. Selective use of chemically formulated products is indicated when road temperatures fall below 30 degrees Fahrenheit and will allow for a more effective treatment than either sand or salt. Cautious use of a liquid product preserves the roadways and allows for a cost-effective alternative in colder weather.

**Public safety is the number one objective and will supercede all other issues.**

Nineteen (19) D.P.W. personnel are certified to plow and sand 240 lane miles of roadway creating a total of 11 organized routes. A snow plow route is assigned to each employee and each route must be completed before an employee will be reassigned to assist on other routes. Snow plowing detail may be divided into shifts if the storm event is expected to last several days. All highway personnel will take a rest for a minimum 4-hour period following a continuous plowing/sanding operation of more than 18 hours.

It can be anticipated that at least one piece of equipment will need to be taken out of service during a storm event for repair or maintenance. As breakdowns occur, plow routes will be altered slightly with a minimum of service disruption.

All private way roads will be plowed last, in order to allow for the safe passage of emergency vehicles and equipment should they be needed.

On occasion, the Highway Department will hire private contractors to assist in a storm event. At these times, highway personnel stay on site for spot sanding and final cleanup. Standard contractor operations always include the Pines Community Center, Police and Fire Stations, and Miles Morgan Court public housing complex.

Any outside contractor hired by a resident for private property snow removal will not be permitted to place any snow in the roadway. The homeowner will be held responsible for any private contractor negligence, and the contractor will be reported to the police if the snow is left in the roadway.

## **RESIDENT COOPERATION**

Please be reminded for public safety purposes that highway personnel are out on the roadways during extreme road and weather conditions and resident cooperation is sincerely appreciated at this time. Please don't travel the roadways during heaviest cleanup efforts if at all possible, and adhere to town enforced parking restrictions. (Please see attached: town by-law section 706 – parking restrictions, section 701 b. - prohibited parking during snow emergencies, and section 611 – sidewalk snow). Any vehicle left on the roadway during removal operations seriously impedes plowing and sanding, and will be reported to the Police Department.

The Highway Department will remove, within 72 hours, any snow accumulation plowed onto the sidewalk as part of routine roadway snow removal. Residents are not expected to shovel excess snow on sidewalks caused by highway personnel.

As a safety precaution, residents are asked not to follow town sanders any closer than 300 feet.

A supply of sand “for resident use only” is available at the Recycling Transfer Station on Boston Road across from the Highway Department. Also, there is a supply of sand marked “For Residents Only” at the DPW garage across the street on Boston Road. (Residents may remove up to 10 gallons of the provided sand in their own containers.) Unauthorized removal of sand will be considered theft and the responsible party will be prosecuted.

Highway Department personnel will not argue the ownership of fallen snow after it falls onto the roadway. Snow will be removed or plowed onto private property for **Public Safety**.

Highway Department personnel will never be dispatched to sand or plow private residence property, or shovel/plow out around resident mailboxes. Residents are expected to maintain post and mailboxes to withstand New England winter weather and should repair/replace as needed. The town will repair/replace any mailbox damaged inadvertently by town personnel.

It is expected that all fire hydrants located near a person's property be shoveled out by the resident after a snow event. It should be further understood that the town is not responsible for privately owned irrigation sprinkler heads located within the town's right of way.

## **RESIDENTS REPORTING STORM RELATED PROBLEMS AND EMERGENCIES**

Highway personnel are unavailable to receive telephone calls during a storm event because all available personnel are clearing roadways. Requests or complaints can be directed to the

department's business office during regular business hours Monday through Friday, 8:30 a.m. to 4:30 p.m.

Emergency calls will be responded to immediately as they are received from residents or town personnel. Residents who are in trouble can call Central Dispatch personnel in the Wilbraham Police Department at 596-3887. Highway personnel and/or emergency services will be dispatched to the emergency location.

Damage to resident vehicles or property caused by town equipment during a winter storm event, should be reported directly to the Selectmen's Office during regular business hours. The town will request that the resident provide his concern in writing, and the town will file the claim according to the usual protocol with the town's insurance carrier.

## **SECTION 706 - PARKING PROHIBITED**

No person shall park a vehicle in any of the following places and vehicles found parked in violation of the provisions of this section may be moved by, or under the direction of an officer and at the expense of the owner to a place where parking is permitted:

- a.) Within an intersection.
- b.) Upon any sidewalk.
- c.) Upon any crosswalk.]
- d.) Upon the roadway in a rural or sparsely settled district.
- e.) Upon a roadway where parking is permitted unless both wheels on the right side of the vehicle are within twelve (12) inches of the curb or edge of the roadway, except upon those streets which are designated as one-way streets. On such one-way streets, vehicles shall be parked, facing in the direction in which traffic is authorized to proceed with both side wheels within twelve inches of the curb. This shall not apply to streets or parts of streets where angle parking is required by these regulations.
- f.) Upon any roadway where the parking of a vehicle will not leave a clear and unobstructed lane at least ten (10) feet wide for passing traffic.
- g.) Upon any street or highway within ten (10) feet of a fire hydrant.
- h.) Upon or in front of any private road or driveway.
- i.) Upon any street or highway within twenty (20) feet of an intersecting way, except alleys.
- j.) Where “no parking” signs are posted by authority of the Board of Selectmen.
- k.) It shall be unlawful for any person to part upon a street or highway any vehicle displayed for sale.
- l.) It shall be unlawful for the driver of any vehicle, other than one acting in an emergency, to park said vehicle on any street for a period of time longer than one (1) hour between the hours of 1:00 A.M. and 7:00 A.M. of any day.

## **SECTION 701 – b**

- b.) The Board of Selectmen is hereby authorized to prohibit, temporarily, parking on any street or highway or part thereof in an impending or existing emergency, or for a lawful assemblage, demonstration or procession provided there is a reasonable justification for such prohibition. Vehicles parked in places where parking is prohibited temporarily may be moved by or under the direction of an officer.

## **SECTION 611. SIDEWALK SNOW. (Art. V, Sect. 19)**

The tenant or occupant, and in case there be no tenant or occupant, the owner or person having the care of any real property abutting upon any street, where there is a sidewalk which now is or may hereafter be established or set apart as such shall, after the ceasing to fall or any snow hereon, within 24 hours cause the same to be removed therefrom.